

Honesdale, Pennsylvania

February 4, 2016

The regular meeting of the Wayne County Commissioners was held on this date with Commissioner Brian W. Smith presiding. The meeting was called to order by Commissioner Smith with Commissioner Jonathan A. Fritz and Commissioner Wendell R. Kay present.

The Commissioners were presented with copies of the minutes of the meeting held January 28, 2016. A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to approve the minutes of the said meeting.

#### Agenda

Scheduled to meet with the Commissioners: Appointment to Drug and Alcohol Commission Advisory Board; Salary Board meeting; authorization for Carl Albright to execute documents for transportation vehicles; authorize advertisement of RFP for Commissary Services WCCF; payment of bills; Retirement Board meeting.

#### Correspondence and Communications

Received a copy of the News for All Seasons newsletter from the Area Agency on Aging for February 2016.

Received a letter from Magisterial Judge Myers commending the work done in his office by Jim Dexheimer and Bill Canfield, evening custodial staff.

Received a letter from PEMA, 9-1-1 Office, informing that they have completed their review of Wayne County's Reconciliation Report for the 7/1/2014 – 7/31/2015 funding period.

Received a copy of the mileage and fees report from the Sheriff's Department for the month of January 2016.

#### New Business

Jeff Zerechak, Director for the Drug and Alcohol Commission, requested the appointment of Debra Paciotti to replace the vacancy left by Liz Slocum, as a member of the Wayne County Drug and Alcohol Advisory Board, for the term March 29, 2016 through March 29, 2019. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to appoint Ms. Paciotti as requested.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to approve Kelley Thornton, as a Forest Specialist in the Conservation District, effective February 16, 2016.

At this time, the Board recessed to hold a Salary Board meeting. See Salary Board minutes.

The Commissioners' meeting resumed.

A motion was made by Commissioner Smith, seconded by Commissioner Kay and unanimous to approve Katie Stinnard, as a Clerk in the Prothonotary's Office, effective February 8, 2016.

At this time, the Board recessed to hold a Salary Board meeting. See Salary Board minutes.

The Commissioners' meeting resumed.

A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous for the Chairman to execute an authorization for Carl Albright to sign any necessary documents for the purchase of two Wayne County Transportation vehicles.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to authorize the advertisement of a request for proposals for commissary services at the Wayne County Correctional Facility.

February 4, 2016

Other Business

The Commissioners received a copy of the Treasurer's Report dated February 3, 2016.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to approve the following bills for payment, as presented, which includes Checks No. 76871 through 76998. Also included in the motion to approve were checks from the Human Services Agency and from Behavioral and Developmental Programs/Early Intervention.

Check	Vendor	Description	Amount
34	EXPRESS SCRIPTS, INC	#KX5 DEC STEP THERAPY PACKAGE	\$ 386.14
76871	WAYNE COUNTY GENERAL FUND	PR TRANSFER FOR PR 2/5	\$ 640,000.00
76872	139 SOUTH STREET LLC	JANUARY RENT	\$ 634.00
76873	3M COGENT INC	EMPLOYEE CLEARANCES	\$ 51.50
76874	DEBBIE ACE	SA JANUARY	\$ 713.00
76875	XEROX BUSINESS SERVICES LLC	#287589 DUE 2/19	\$ 3,136.80
76876	AQUA PA	#0015223661084040 DUE 2/18	\$ 1,014.50
76877	AT & T	#0541770304001 DUE 2/18	\$ 317.46
76878	JEFFREY & CHRISTINE AVEY	SA JANUARY	\$ 961.00
76879	JAMES BALDWIN	JAN EXPENSES	\$ 37.82
76880	CHRIS BARRETT	FSA 15/16	\$ 253.90
76881	JOHN V BARNETT	R REITMEYER JR 1/25	\$ 50.50
76882	JOSEPH W BARNETT	C DELANEY 1/27	\$ 388.63
76883	BECK PACKAGING CORPORATION	INV DTD 1/16	\$ 433.90
76884	BIMBO FOODS, INC	#6900806999999 DUE 1/23	\$ 176.45
76885	JOHN BONHAM ROAD EQ & SUPPLIES, INC	# 230084 MAGIC ICE	\$ 416.50
76886	VICKY BOTJER	COMMISSIONERS/SUPERS MEETING	\$ 14.30
76887	BLUE RIDGE COMMUNICATIONS	#0304585-01 DUE 2/6	\$ 150.68
76888	BUNNELL WASTE REMOVAL INC	DUMPSTER	\$ 460.00
76889	JOSEPH BURNS	SA JANUARY	\$ 837.00
76890	STEVEN E BURLEIN	R YOUNG THRU 11/30	\$ 299.00
76891	CAMPBELL LAW OFFICES	WC C & Y GAL JANUARY	\$ 3,106.50
76892	CLASSROOM PRODUCTS LLC	VOTING BOOTH	\$ 46.75
76893	DAMASCUS TOWNSHIP	FEB RENT SR CENTER	\$ 50.00
76894	ANTHONY & BONNIE DECKER	SA JANUARY	\$ 837.00
76895	WENDY DERRICK	SA JANUARY	\$ 837.00
76896	DIRLAM BROS LUMBER CO INC	#WAY280 DTD 1/22	\$ 87.38
76897	DNA DIAGNOSTIC CENTER	#440009565 DTD 3/4/2014	\$ 64.00
76898	EARTHLINK BUSINESS	#3013429 DUE 2/11	\$ 4,131.24
76899	ECGIA	3 JR MEMBERSHIP J RIVARDO	\$ 100.00
76900	EASTERN PA SUPPLY CO	WC COMMISSIONER ACCT	\$ 8.73
76901	CHRISTOPHER FARRELL, ESQ	PD EXP FOR JAN	\$ 808.40
76902	HEIDI FERBER	FSA 15/16	\$ 289.81
76903	COLLEEN & TIMOTHY FILA	SA JANUARY	\$ 837.00
76904	MARYELLEN FILLEBROWN	JAN EXPENSES	\$ 51.33
76905	FIRMSTONE LAKEWOOD FUELS	#4697-1 DLIVERED 1/25	\$ 626.99
76906	SANDY FOFI	FSA 15/16	\$ 431.31
76907	HEATHER FRAZIER & JOSHUA BFREHA	SA JANUARY	\$ 1,147.00
76908	FRITZ BROS INC	#WAY222 DUE 2/10	\$ 105.67
76909	GEO W KINSMAN INC	#W00072 DTD 1/4	\$ 1,132.22
76910	LEONARD W GILPIN JR	1/2 YR NEWFOUNDLAND TOWER	\$ 1,800.00
76911	NATHAN R GILPIN SR	1/2 YR NEWFOUNDLAND TOWER	\$ 1,800.00
76912	SUSAN GILLOW	FSA 15/16	\$ 780.00
76913	GOVERNMENT TECHNOLOGIES INC	CASE BINDERS	\$ 6,120.00
76914	JOSEPH & NICOLE GRANVILLE	SA JANUARY	\$ 2,861.50
76915	MICHAEL & CAROL GREGORY	SA JANUARY	\$ 837.00
76916	MICHAEL & ANNIE GROFF	SA JANUARY	\$ 837.00
76917	GUARDIAN CSC	INV DTD 5/8	\$ 621.75
76918	NIKOLE DENOIE HAFELE	RENT	\$ 850.00
76919	TRACI HALL	FSA 15/16	\$ 103.28
76920	HAWLEY BOROUGH COUNCIL	DJ CARNEY FEB RENT	\$ 1,100.00
76921	BONNIE HAYTER & RICHARD MARTZEN	SA JANUARY	\$ 837.00
76922	HEMLOCK GROVE CHURCH	SR CENTER FEB RENT	\$ 120.00
76923	JOHN & LINDA HENSZ	SA JANUARY	\$ 2,511.00
76924	RICHARD HENRY	PD JANUARY	\$ 600.00
76925	ALBERT HENDERSON	SERVICE DATE 1/12	\$ 260.00
76926	KARL & JENNIFER HINDS	SA JANUARY	\$ 1,882.32
76927	HONESDALE AGWAY	#700557 SNOW THROWER	\$ 1,459.00
76928	HONESDALE AUTO & TRUCK SUPPLY CO	#1291 DTD 1/26	\$ 22.84
76929	PETER HOOKER	SHIPPING EXP	\$ 11.32
76930	KARLA HORST/MICHAEL CONSOLE	SPLC JANUARY	\$ 1,674.00
76931	MICHELLE B HUNT	TAX COLLECTOR 2015 EXPENSES	\$ 92.83
76932	INFOCON CORPORATION	#02703 JAN SERVICE	\$ 1,895.00
76933	INSIGHT	#10074847 DUE 2/19	\$ 2,958.95
76934	JENNIFER & JEFFREY JOHNS	SA JANUARY	\$ 837.00
76935	JAMES KENNEDY	BRIDGES SNOW REMOVAL 1/23	\$ 70.00
76936	FLOYD & PEGGY KERBER	SA JANUARY	\$ 189.00
76937	KIDSPEACE CORPORATION	OUTSTANDING INV 2013-2014	\$ 315.60
76938	K MART	WC CHILDREN & YOUTH ACCT	\$ 136.47
76939	CARLA KOMAR	JAN MILEAGE	\$ 65.52

76940	KELLY KYZER	TRAINING IN BALTIMORE	\$	239.63
76941	TRACY & PAUL LAMBERTON	FC JANUARY	\$	999.56
76942	MARK & BONNIE LATOURETTE	FC JANUARY	\$	221.88
76943	SHARON A LINARDI	JANUARY SERVICES	\$	260.00
76944	MAGUIRE ELECTRONICS	#1G3403 DUE 2/9	\$	138.00
76945	KAY MARKS	FSA 15/16	\$	33.48
76946	LYNN & CLARE MARKS	FC JANUARY	\$	1,782.28
76947	JOHN & HEATHER MAY	SA JANUARY	\$	837.00
76948	MCI COMM SERVICE	#2DF81923 DUE 2/9	\$	246.44
76949	ROBIN & MARK MEAD	SA JANUARY	\$	2,975.07
76950	DONALD & CHRISTINE MENCER	SA JANUARY	\$	837.00
76951	MICROBAC LABORATORIES, INC	#1M18471 DUE 2/22	\$	50.00
76952	MILLON'S INC	WC CHILDREN & YOUTH ACCT	\$	213.74
76953	EDWARD & LAURA MOORE	SA JANUARY	\$	1,674.00
76954	NORTH END ELECTRIC	#NWAY09 DTD 1/19	\$	359.07
76955	JUDITH O'CONNELL	JANUARY MILEAGE	\$	37.32
76956	FRANCIS L MARGARET M O'NEILL	DJ RONALD EDWARDS FEB RENT	\$	1,200.00
76957	AUSTIN & SUSAN PAGANO	SA JANUARY	\$	837.00
76958	KAREN & AL PATALONA	SA JANUARY	\$	837.00
76959	PENNSYLVANIA BAR ASSOCIATION	#O 00177769 DUE 1/1	\$	129.00
76960	CHERYL & RANDY PEIFER	SA JANUARY	\$	837.00
76961	PENELEC	#100076689239 DUE 2/11	\$	231.86
76962	PENNSYLVANIA PAPER & SUPPLY CO	#3711 JAN SERVICE	\$	3,551.24
76963	PENTELEDATA	#1697707 DUE 2/12	\$	59.95
76964	PHAMATECH, INC	WC092313 DTD 12/31	\$	20.72
76965	PLATFORM INDUSTRIES	INV DTD 2/1	\$	456.00
76966	PREMIER BIOTECH, INC	ORDER #144112 DUE 2/28	\$	516.77
76967	QUILL CORPORATION	#C2123982 DUE 2/17	\$	224.73
76968	ANTHONY RANALLI & CASEY CHANDLER	SA JANUARY	\$	837.00
76969	MEGAN & SEAN REAGER	SA JANUARY	\$	1,674.00
76970	RECHNER LAW OFFICE	KIEFER 1/6	\$	21.66
76971	ROCK OF HOREB FOUNDATION	2016 FARVIEW TOWER	\$	3,600.00
76972	MICHAEL & JENNA RUSSELL	SA JANUARY	\$	1,209.00
76973	SAGE TECHNOLOGY SOLUTIONS, INC	#001186 DTD 1/12	\$	180.00
76974	KATHLEEN SCHLOESSER	FSA 15/16	\$	285.65
76975	WARREN SCHLOESSER ESQ	CM JANUARY	\$	1,275.00
76976	JONATHAN & LORIE SHEARD	SA JANUARY	\$	2,511.00
76977	PATRICK SHIELDS	SA JANUARY	\$	837.00
76978	STANDARD INSURANCE CO	#001385240001 DUE 2/1	\$	2,376.00
76979	STAPLES ADVANTAGE	#B03510 DUE 2/15	\$	367.05
76980	STARR UNIFORM CENTER	J HUNTER	\$	2,182.12
76981	BRANDON STRADA	FSA 15/16	\$	120.00
76982	STREAMLIGHT	#1985 DUE 1/6	\$	12.21
76983	TELEMEDICINE MANAGEMENT, INC	FEB MEMBERSHIP	\$	1,735.00
76984	TOP NOTCH DISTRIBUTORS INC	#1/0000009354 DTD 1/15 KEYS	\$	10.00
76985	UNITED METHODIST CHURCH	SR CENTER FEB RENT	\$	120.00
76986	VALLEY YOUTH HOUSE	COMMUNITY RESIDENTIAL DEP DEC	\$	1,130.71
76987	VERIZON	#5702537160 DUE 2/8	\$	923.76
76988	VERIZON WIRELESS	#242009163-00001 DUE 2/10	\$	599.45
76989	ROBERTA WALCOTT	SPLC JANUARY	\$	1,147.00
76990	WASTE MANAGEMENT INC	PARK ST JAN SERVICE	\$	1,362.00
76991	THE WAYNE INDEPENDENT	#01100160000 DTD 1/22 NOTICE	\$	66.78
76992	WAYMART LOINS CLUB	2016 SPONSORSHIP	\$	1,000.00
76993	W C HEALTH BENEFIT FUND	HEALTH PAYMENT	\$	118,000.00
76994	W C JUVENILE PROBATION PETTY CASH	PICKED UP NEW VEHICLE	\$	60.47
76995	WHITMOYER FORD	#21530 2016 ESCAPE	\$	21,600.00
76996	WILSON LAW, PC	CM BARKER	\$	2,400.00
76997	WILLIAM PENN PRINTING CO	2016 POCKET ELECTION CALENDARS	\$	171.26
76998	DOREEN & MARK WOELKERS	FCJANUARY	\$	890.90
Total			\$	<u>887,590.55</u>

WEEKLY VOUCHER REPORT FROM 2/4/2016 TO 2/4/2016			
VOUCH	VENDOR	DESCRIPTION	AMOUNT
631	WAYNE COUNTY COMMISSIONERS	01/22/2016 PAYROLL	56,317.28
632	LEE S. KRAUSE	REIMB/ RESIDENT HEATING & SEWER - 6TH ST APTS	632.22
633	NE LASER TONER & COPIER SERVICE	TONER CARTRIDGES - ID DEPT	109.90
634	NE LASER TONER & COPIER SERVICE	TONER CARTRIDGES - DARLENE M.	99.90
635	UGI PNG	MONTHLY HEATING CHARGES - DIC & PR	325.78
636	UGI PNG	RESIDENTIAL HEATING CHARGES - FAIR AVE APTS	96.00
637	STANTON OFFICE EQUIPMENT	REPLACEMENT DRUM FOR FAX MACHINE	189.00
638	BLUE RIDGE COMMUNICATIONS	MONTHLY CABLE & INTERNET SERVICES - DIC & PR	135.68
639	MAGUIRE ELECTRONICS	FEB 2016 PAGER AIRTIME FEES	68.00
640	JENNIFER MALAK	JAN 2016 EI PT BASE SERVICES	127.04
641	KAREN KANE	JAN 2016 EI PT BASE SERVICES	508.16
642	KAREN RICKERT	JAN 2016 EI SNI BASE SERVICES	223.92
643	VAN GORDERS FURNITURE	TWIN/FULL BED FRAME - FAIR AVE APTS	60.00
644	JBS, INC.	MONTHLY COPIER MAINT. AGREEMENT	89.00
645	STELLA OLIVERAS	INTERPRETER SERVICES -ABI M	88.00
646	MARKS, MCLAUGHLIN & DENNEHY	304 COMMITMENT HEARING - BARBARA T.	75.00
647	GETPRO CLEAN LLC	HOUSEKEEPING - FAIR AVE APTS	125.00
648	BAYADA HOME HEALTH CARE	JAN 2016 ID HOME & COMM HAB BASE SERVICES	277.20
649	CARE FOR PEOPLE PLUS, INC.	JAN 2016 ID HOME & COMM HAB BASE SERVICES	1,517.36
650	HUMAN RESOURCES CENTER, INC.	DEC 2015 ID EMPLOYMENT BASE SERVICES	94.26
651	NORTHWESTERN HUMAN SERVICES	DEC BH CRISIS, ESS, FAMILY BASED, & PSYCH REHAB	14,121.79
652	JBS, INC.	MONTHLY COPIER MAINTENANCE AGREEMENT	140.92
653	QUILL	OFFICE SUPPLIES	190.46

654	MILLONS INC.	MONTHLY COUNTY VEHICLE MAINTENANCE CHARGES	1,059.54
655	HUMAN RESOURCES CENTER, INC.	2014-2016 TRANSITIONAL LIVING/HOUSING SUPPORT	71,828.65
656	STEP BY STEP	FY 2014-2015 HOUSING SUPPORT SERVICES	27,829.64
657	WAYNE COUNTY COMMISSIONERS	HEALTH , MAINT. IN LIEU RENT, PROF LIAB. & AUTO INS.	470,873.37
			\$647,203.07

HSA WEEKLY VOUCHER REPORT FROM 2/4/2016 TO 2/4/2016

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1303	MA client L.B.	\$33.60	MA client travel - Jan 2016
1304	MA client J.B.	\$26.16	MA client travel - Jan 2016
1305	MA client J.D.	\$48.48	MA client travel - Nov, Dec & Jan 2016
1306	MA client K.F.	\$9.96	MA client travel - Jan 2016
1307	MA client S.F.	\$13.92	MA client travel - Jan 2016
1308	MA client B.H.	\$14.64	MA client travel - Jan 2016
1309	MA client M.M.	\$61.20	MA client travel - Dec 2015 & Jan 2016
1310	MA client D.R.	\$8.16	MA client travel - Jan 2016
1311	MA client M.T.	\$171.12	MA client travel - Jan 2016
1312	MA client C.G.	\$160.08	MA client travel - Jan 2016
1313	AQUA PENNSYLVANIA	\$54.00	Water bill, Hawley & Adult Day Care
1314	BLUE RIDGE COMMUNICATNS - PALMERTN	\$1,009.59	Cable TV & internet, Hawley, 1/22/16 - 7/21/16
1315	BLUE RIDGE COMMUNICATNS - PALMERTN	\$746.98	Cable TV, Honesdale, 1/22/16 - 7/21/16
1316	CASE TIRE SERVICE INC.	\$4,405.71	Tire services and maintenance - 12/26/15-1/26/15
1317	COMMONWEALTH OF PA	\$82.00	Renewal of retail food facility license-Hawley,
1318	DECKER'S DAIRY	\$2,033.38	Meal prep supplies - Jan 2016
1319	EARTHLINK BUSINESS	\$668.49	Phone bill - Hwly, Hnsdl, Prot Svcs, Hamlin, I&R
1320	FRITZ BROS INC.	\$363.20	Washer/dryer parts; Aging Building sewer pump
1321	HOME INSTEAD SENIOR CARE	\$2,663.89	Personal care & home support - Dec 2015
1322	MAGUIRE ELECTRONICS	\$21.00	Monthly airtime for pager - Feb 2016
1323	MARCHET'S GARAGE	\$110.63	Replace fuse, service lift - van #56
1324	JULIENNE MULLETTE	\$200.00	Options consumer reimb. supplies - Jan 2016
1325	NE PA CENTER FOR INDEPENDENT LIVING	\$6,241.96	PAS services, Dec 2016
1326	NORTHEAST LASER TONER & COPIER SVC	\$145.39	Mo per copy fee, Sercv, supplies & drums, Canon
1327	PPTA	\$190.00	Reg fee/Albright - Transitscore Trainer Conference
1328	RAMADA INN - STATE COLLEGE	\$136.72	Room - PPTA Transitscore Trainer Conf, Albright
1329	RAMADA INN - STATE COLLEGE	\$273.44	Rooms/Siepiela & Hoffman -Adv Mobility Dev Sec
1330	REINHART FOOD SVC-EASTERN DIV	\$2,436.07	Monthly food service bills - Jan 2016
1331	SPENCER PRINTING, INC.	\$437.21	Monthly 12 pg newsletter - Feb 2016
1332	UGI PNG	\$784.24	Gas bills, Hawley, Honesdale, & ADayCare
1333	WAYNE COUNTY MHMR	\$24,644.25	Community Care Behavioral Health - Jan 2016
1334	KATHLEEN CHICOSKI - CUSTODIAN	\$368.50	Petty Cash - Dec & Jan
1335	JANET BATAILLE	\$20.16	Volunteer travel - Jan 2016
1336	THOMAS BATES	\$8.40	Volunteer travel - Jan 2016
1337	BARRY J. NOVACK	\$50.40	Volunteer travel - Jan 2016
1338	MARALYN NALESNIK	\$43.68	Volunteer travel - Jan 2016
1339	KEN KESTEL	\$38.64	Volunteer travel - Jan 2016
1340	HELEN COBB	\$72.24	Staff travel - Jan 2016
1341	JACQUELINE COLE	\$143.64	Staff travel - Jan 2016
1342	CATHLEEN DEGRAZIA	\$69.30	Staff travel - Jan 2016
1343	JULIANN DOYLE	\$213.11	Staff travel - Jan 2016
1344	LISA GILBERT	\$73.92	Staff travel - Jan 2016
1345	MAGGIE HICKS	\$129.78	Staff travel - Jan 2016
1346	LAUREN JANUSEWSKI	\$81.48	Staff travel - Jan 2016
1347	HELEN KELLY	\$79.97	Staff travel - Jan 2016
1348	PATRICIA NELSON	\$170.54	Staff travel - Jan 2016
		\$49,759.23	

Liquid Fuels

836	JAMES KENNEDY	SNOW REMOVAL ON BRIDGES	\$	135.00
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Tourism Promotion

566	VICKY BOTJER	MEETING AT CORDARO'S	\$	56.91
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At this time, the Board recessed to hold a Retirement Board meeting. See Retirement Board minutes.

The Commissioners’ meeting resumed.

A motion was made by Commissioner Smith, seconded by Commissioner Kay and unanimous to adjourn.

Vicky J. Botjer, Chief Clerk